



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
U.S. ARMY RESERVE PERSONNEL COMMAND
1 RESERVE WAY
ST. LOUIS, MISSOURI 63132-5200



ARPC-PS-PSV-BB

31 July 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Additional Army Reserve Officer Professional Development Education (PDE)
Opportunities to be Boarded in Fiscal Year 2004 (FY04)

1. References:

- a. Memorandum, U.S. Army War College, AWCC-ADE, 5 May 2003, subject: Reserve Component National Security Issues Seminar (RCNSIS).
- b. Memorandum, National Defense University, NDU-P-RC, 15 July 2003, subject: Reserve Component National Security Course (RCNSC), 2004 Dates and Locations.
- c. Memorandum, U.S. Army War College Department of Distance Education, AWCDEC, 3 March 2003, subject: Defense Strategy Course (DSC) 2004.
- d. Memorandum, Defense Intelligence Agency MCA-2, subject: Quota Allocations for the Post-graduate Intelligence Program for Reserves (PGIP-R) for Academic Year 2004-2006.
- e. Memorandum, National Defense Headquarters, 27 January 2003 subject: National Security Studies Seminar (NSSS) and Joint Reserve Command and Staff Course (JRCSC) for Academic Year 2004.

2. This memorandum supersedes all previous guidance provided and announces additional PDE opportunities available for Army Reserve officers during FY04. Application instructions for the Intermediate Command and Staff Colleges and Senior Service Colleges are published annually in a separate memorandum.

3. Applicants are required to go to the 2xcitizen website to obtain the course descriptions and eligibility requirements. Prerequisites for these courses may not be waived. The application instructions, suspense dates are provided as enclosures for the following courses:

<https://www.2xcitizen.usar.army.mil/soldierservices/pb/addpdeopportunities.asp>

- Reserve Component National Security Course (RCNSC): Enclosure 1.
- Reserve Component National Security Issues Seminar (RCNSIS): Enclosure 2.
- Defense Strategy Course (DSC): Enclosure 3.
- Postgraduate Intelligence Program for Reservists (PGIP-R): Enclosure 4.
- National Security Studies Seminar (NSSS): Enclosure 5.
- Joint Reserve Command and Staff Course (JSCSC): Enclosure 6.

SUBJECT: Additional Army Reserve Officer Professional Development Education (PDE)
Opportunities to be Boarded in Fiscal Year 2004 (FY04)

4. Funding and Orders Preparation for AGR/TPU/IMA/IRR applicants are the responsibility of AR-PERSCOM.

5. Request widest possible dissemination to all USAR officers (AGR, TPU, IMA and IRR) in grades of MAJ through COL. TPU Enlisted soldiers in an MI Unit are eligible for the PGIP-R course.

6. TPU/IMA/IRR soldiers must submit a DA Form 1058-R, Application for Active Duty for Training, Active Duty for Special Work, Temporary Tour of Duty, and Annual Training for Soldiers of the Army National Guard and U. S. Army Reserve (Request for Orders). AGR officers must submit a DA Form 4187, Request for Personnel Action. These forms can be downloaded from the 2xcitizen website

<https://www.2xcitizen.usar.army.mil/download/index.asp#forms>

All applicants must submit the enclosed ARPC Form 3720-2 enclosure 7 and must include home and work telephone numbers and email address.

7. Point of contact for these courses is Ms. Tina Zucol or SFC Barbara Evans-Cunningham, commercial (314) 592-0000, ext. 5424. Email: pspde.board@arpstl.army.mil

FOR THE COMMANDER:

7 Encls
1-6 as
7 ARPC Form 3720-2

/Original Signed/
CHARLES E. BENSON
COL, TC
Director, Personnel
Actions and Services

DISTRIBUTION:

Commander in Chief, U.S. Joint Forces Command, J13 (Army Reserve Affairs),
1562 Mitscher Ave., Suite 200, Norfolk, VA 23551-2488

Commander in Chief, U.S. Southern Command, (SCRA) 3511 NW 91st Ave, Miami,
FL 33172

Commander in Chief, U.S. Pacific Command, (APOP-TRS) PO Box 64031, Camp H. M.
Smith, HI 96861

Commander in Chief, US European Command, Unit 30400, Box 1000, APO, AE 09128

Commander, FORSCOM, (AFOP-TI/AFCS-AR/AFPI-PRF), Ft. McPherson, GA
30330-6000

Commander in Chief, U.S. SOUTHCOM, Quarry Heights, APO, AA 34004

Chief, Army Reserve, (DAAR-OFD/DAAR-SO), 2400 Army Pentagon,
Washington, DC 20310-2400

Commandant, U.S. Army War College, AWCAE (USAR Advisor), 122 Forbes Ave,
Carlisle Barracks, PA 17013-5050

SUBJECT: Additional Army Reserve Officer Professional Development Education (PDE)
Opportunities to be Boarded in Fiscal Year 2004 (FY04)

DISTRIBUTION: (CONTD)

Commander, USARC, (AFRC-OPT-I/AFRC-PRP-O/AFRC-PRP-E/AFRC-NAAD),
1401 Deshler Street Southwest, Fort McPherson, GA 30330-2000
ARRTC, (AFRC-RTC-CD/AFYB-C), 50 South O Street, Ft. McCoy, Sparta, WI
54656-5137
Commandant, RTS, (AFRC-TVA-SE), 350 Service Road, Ft. Indiantown Gap, Annville,
PA 17003-5044
DEVENS RFTA, (AFRC-FMD-CO), 31 Quebeck St, Box 1, Devens, MA 01432-4424
First U.S. Army, (AFKA-PR), Ft. Gillem, Forest Park, GA 30050
Fifth U.S. Army, (AFKB-TR-I), Ft. Sam Houston, TX 78234
Third U.S. Army, (AFRD-HHC/AFRD-CS), 1881 Hardee Ave SW, Fort McPherson,
GA 30050
Fort Hunter-Liggett, (AFRC-FMH-CDR), Bldg 205, Ft. Hunter-Liggett, CA 93928-7000
High Tech/Regional TNG Site Maintenance, (AFRC-TWA-CS-SC) DET, 8361
Okinawa St., Suite 1, Bldg 662, Sacramento, CA 93828-0900
HQ, 9th RSC, (APXI-PE/OPS/ENG), 1557 Pass Street, Fort Shafter Flats,
Honolulu, HI 96819-2135
HHC, USACAPOC(A), (AOCP-HC), Bldg E-2535 AOCP-PE, Ardennes Street,
Fort Bragg, NC 28307-5200
HHC, ARCENT (Forward), APO, AE 09852 Parks RFTA, (DPTS), Bldg 790, Dublin,
CA 94568-5201
RTS Maintenance, Training Coordinator, Bldg 3822, Devens, MA 01432-4000
RTS Maintenance, (OPS M/SGT) Astle, Bldg 33010, Ft. Hood, TX 76544-5060
RTS Maintenance, (AFRC-TWI-SE), 1370 South O Street, Ft. McCoy, WI 54656-5143
RTS Medical Ft. Gordon, (AFRC-MDR-TG), Bldg 13401, Ft. Gordon, GA 30905-5330
RTS Medical Ft. McCoy, (AFRC-MDR-TM), 10000 South 11th Ave, Ft. McCoy, WI
54656-5151
RTC Medical Devens RFTA, (AFRC-MDR-D), Box 74, 51 Lovell St, Bldg 3413, Devens,
MA 01432-4301
TRADOC, (ATCC-AR/ATDC-M/ATTG-ZA/ATTG-I/ATTG-IR ATCS-F/ATBO-BO/
ATED-ZA), Ft. Monroe, VA 23651-5000
U.S. Army Reserve Readiness CMD, (AFRC-RRC-CXO) (Mr Ewing), Bldg 9810, Lee
Road, Ft. Jackson, SC 29207-6070
USA Element (AUG) USACOM, (Training Division), 1562 Mitscher Ave, Suite
200, Norfolk, VA 23511-2488
USAG Ft. Dix, (AFZT-CO), Bldg 5417, Ft. Dix, NJ 08640-5001
USAR NCO Academy, (AFRC-NCA-FL), Box 339535, Ft. Lewis, WA 98433-9535
USAR NCO Academy, (AFRC-NCA-FM), 1446 South 11th Ave, Ft. McCoy, WI
54656-5127
USAR Small Arms Training Team, (AFRC-STT-OPT), Bldg 2051, Ft. McClellan,
AL 36205-5000
USACAPOC, (AOCP-OP-T), Ft. Bragg, NC 28307-5200
USAREC, (USARCPER-AGR-O), Ft. Knox, KY 49121-5000
USASOC, (AOPE-RPB), Bldg E 2929, Desert Storm Drive, Ft. Bragg, NC 28310-5200
1st ID (MECH), (AFZN-AR), Ft. Riley, KS 66442
2d Medical Brigade, (AFRC-CCA-MB-OPS), 2600 Castro Road, San Pablo, CA 94806

SUBJECT: Additional Army Reserve Officer Professional Development Education (PDE)
Opportunities to be Boarded in Fiscal Year 2004 (FY04)

DISTRIBUTION: (CONTD)

2d Psychological Operations Group, (AOCP-POA-TR), 5301 Hauserman Road,
Cleveland, OH 44130-1299
3d COSCOM, (G3 OPS), 225 East Army Post Road, Des Moines, IA 50315-5899
3d Med Command, (AFRC-MCGA-OP/AFRC-MCGA-PR), 1650 Cory Blvd, Decatur,
GA 30032-4864
3d PERSCOM, (AFRC-CALP-TO), 180 Commercial Ave, Jackson, MS 39209-3423
3d TMCA, (AFRC-TCFL-B-CXO), 3415 McClellan Blvd, Anniston, AL 36201-2198
7th RSC, (AEUR-O/AEUR-Z/AEUR-PRS), Unit 29238, APO, AE 09102
7th Psychological Operations Group, (AOCP-POC-OT), Box 38, Building 38, South
Akron Road, Moffett Federal Airfield, CA 94035
8th Legal SPT ORG, (AFRC-CKS-D) (LSO), 11101 Independence Ave, Independence,
MO 64054-1511
8th Medical Brigade, Training Section, Bldg 408 Ft. Hamilton, Brooklyn, NY 11252-7400
9th RSC, (APIX-PE), 1557 Pass St, Ft. Shafter, HI 96819
19th TAACOM, (AFRC-TAIR-SP/AFRC-TAIA-PR), 225 East Army Post Rd,
Des Moines, IA 50315-5899
21st TAACOM, (TNG), 2625 Kessler Blvd North Dr, Indianapolis, IN 46222-2216
63d RSC, (AFRC-CCA-PRP-S/AFRC-CCA-TR-I/AFRC-CCA-PRR-O), 4235
Yorktown Avenue, Los Alamitos, CA 90720-5002
65th ARCOM, (AFRC-APR-PR), Bldg 1306A, Ft. Buchanan, PR 00934-7000
70th RSC, (AFRC-CWA-OP/AFRC-CWA-PRR-O), 4575 36th Ave West, Seattle,
WA 98199-5000
75th Division (Training Support), (AFRC-ETX-TR/AFRC-ETX-PR, AFRC-ETX-PA), 1850
Old Spanish Trail, Houston, TX 77054-2025
77th RSC, (AFRC-CNY-OPS/AFRC-CNY-PR-M-F/AFRC-CNY-TR-S/AFRC-CNY-PR-P),
Ft. Totten, Flushing, NY 11359-1016
78th Division (Training Support), USAR Center, (AFRC-ENJ-OP/AFRC-ENJ-PR-RA/
AFRC-ENJ-GC), 91 Truman Dr. S., Edison, NJ 08817-2487
80th Division (IT), (AFRC-TVA-PR/AFRC-TVA-GS), 6700 Strathmore Road,
Richmond, VA 23237-1100
81st RSC, (AFRC-CAL-TR-I/AFRC-OPS/AFRC-CAL-PRR), 255 West Oxmoor
Road, Birmingham, AL 35209-6383
81st RSG, (AFRC-CALG-OPS), Bldg 9810, Lee Road, Ft. Jackson, SC 29207-6070
84th Division (IT), (AFRC-TWI-PR/AFRC-TWI-AC), 4828 West Silver Springs Dr.,
Milwaukee, WI 53218-3498
85th Division (Exercise), (AFRC-EIL-GC/AFRC-EIL-GA), 1515 W. Central Rd.,
Arlington Heights, IL 60005-2475
77th RSC, (AFRC-CNY-OPS/AFRC-CNY-PR-M-F/AFRC-CNY-TR-S/
AFRC-CNY-PR-P), Ft. Totten, Flushing, NY 11359-1016
78th Division (Training Support), USAR Center, (AFRC-ENJ-OP/
AFRC-ENJ-PR-RA/AFRC-ENJ-GC), 91 Truman Dr. S., Edison, NJ 08817-2487
80th Division (IT), (AFRC-TVA-PR/AFRC-TVA-GS), 6700 Strathmore
Road, Richmond, VA 23237-1100
81st RSC, (AFRC-CAL-TR-I/AFRC-OPS/AFRC-CAL-PRR), 255 West Oxmoor
Road, Birmingham, AL 35209-6383
81st RSG, (AFRC-CALG-OPS), Bldg 9810, Lee Road, Ft. Jackson, SC 29207-6070

SUBJECT: Additional Army Reserve Officer Professional Development Education (PDE)
Opportunities to be Boarded in Fiscal Year 2004 (FY04)

DISTRIBUTION: (CONTD)

84th Division (IT), (AFRC-TWI-PR/AFRC-TWI-AC), 4828 West Silver Springs Dr.,
Milwaukee, WI 53218-3498
85th Division (Exercise), (AFRC-EIL-GC/AFRC-EIL-GA), 1515 W. Central Rd.,
Arlington Heights, IL 60005-2475
87th Division (Exercise), (AFRC-EAL-OPT/AFRC-EAL-PEO), 1400 Golden Acorn
Dr., Birmingham, AL 35244-1295
88th RSC, (AFRC-CMN-PR-RPD/AFRC-CMN-TR), 506 Roeder Circle, Ft. Snelling,
MN 55111-4009
88th RSG, 9704 Beaumont Road, Indianapolis, IN 46216-1026
89th RSC, (AFRC-CKS-OPT/AFRC-CLS-PRR), 2600 North Woodlawn, Wichita,
KS 67220-2799
90th RSC, (AFRC-CAR-PRP/AFRC-CAR-PRR/AFRC-CAR-TR), 8000 Camp
Robinson Road, N Little Rock, AR 72118-2205
90th RSG, (Mr. John Kroll), 1920 Harry Wurzbach Highway, San Antonio, TX
78209-6097
91st Division (Exercise), (AFRC-ECA-PR), 601 Murray Circle, Ft. Baker, CA
94965-5099
94th RSC, (AFRC-CMA-OPS-T/CMA-PR), 50 Sherman Ave., Bldg 695, Devens,
MA 01432-4000
95th Division (IT), (AFRC-TOK-OP/AFRC-TOK-PR), 5316 S. Douglas Blvd,
Oklahoma City, OK 73150-9704
96th RSC, (AFRC-CUT-OP-T/AFRC-CUT-TI/AFRC-CUT-PRP-O), Douglas
Reserve Center, Bldg 103, Salt Lake City, UT 84113-5007
98th Division (IT), (AFRC-TNY-OP/AFRC-TNY-GCIT/AFRC-TNY-PRO), 2035
Goodman Street, North Rochester, NY 14609-1098
99th RSC, (AFRC-CPA-OP-TR/AFRC-CPA-T-I/AFRC-CPA-PR-D), 5 Lobaugh
Street, Oakdale, PA 15071-5001
100th Division (IT), (AFRC-TKY-PR), 3600 Century Division Way, Louisville, KY
40205-5000
104th Division (IT), (AFRC-TWA-OP), Bldg 987/AFRC-TWA-PR, Vancouver
Barracks, Vancouver, WA 98661-3896
108th Division (IT), (AFRC-TNC-OP/AFRC-TNC-PR/AFRC-TNC-GC), 1330
Westover St., Charlotte, NC 28205-5124
143rd TRANSCOM, (AFRC-TCFL-T/AFRC-TCFL-PRA), 2800 Dowden Road,
Orlando, FL 32827-5299
220th Military Police BDE, (AFRC-CPA-AO-OP), 8791 Snouffer School Road,
Gaithersburg, MD 20879-1624
244th Theater Avn Bde, (AFRC-AVIL-OP-O/AFRC-AVIL-PR), 3155 Blackhawk
Dr., Suite 563, Ft. Sheridan, IL 60037-1289
300th Military Police Command (EPW), (AFRC-CMN-MP-OP), 3200 S. Beech
Daly Rd., Inkster, MI 48141-2648
412th Engineer Command, (AFRC-ENMS-OP/AFRC-ENMS-PR), 1265 Porters
Chapel Rd., Vicksburg, MS 39180-5790
416th Engineer Command, (AFRC-ENIL-PA/AFRC-ENIL-PR), 10 South 100
South Frontage Road, Darien, IL 60561-1780
420th Engineer Brigade, (AFRC-CAR-FOP), 511 Carson Street, Bryan, TX 77801-1398

SUBJECT: Additional Army Reserve Officer Professional Development Education (PDE)
Opportunities to be Boarded in Fiscal Year 2004 (FY04)

DISTRIBUTION: (CONTD)

800th Military Police BDE, (AFRC-CNY-AI-OP), 101 Oak Street, Uniondale, NY
11553-1099

804th Medical BDE, Bldg 644, 12 Lexington St., Ft. Devens, MA 01433-4432

807th Medical BDE, (Mr. Koch), 701 W. Simonds Rd., Seagoville, TX 75159-3201

818th Medical BDE, Inactivating Sept, Bldg 907, Ft. Gillem, Forest Park, GA
30050-5000

2290th U.S. Army Hospital, (Tng Off), 6825 Georgia Ave, NW, Washington, DC
20207-5001

National AMEDD Aug Det, (AFRC-NAD-PM), 1401 Dreshler Street SW,
Ft. McPherson, GA 30330-2000

AR-PERSCOM, (ARPC-OP/ARPC-ARO/ARPC-HS/ARPC-ZHC) 1 Reserve Way,
St. Louis, MO 63132-5200

CF: OCAR, ATTN: DAAR-OFD-OR

RESERVE COMPONENT NATIONAL SECURITY COURSE (RCNSC), FY04

1. Course dates and locations:

<u>CLASS NUMBER</u>	<u>SEATS</u>	<u>DATES</u>	<u>LOCATION</u>
RCNSC Class 001	30	1-12 Mar 04	Arlington, VA
RCNSC Class 002	30	19-30 Jul 04	Washington, D.C

2. Suspense Dates:

<u>CLASS NUMBER</u>	<u>S: APPLICATION PACKETS POSTMARKED/HAND CARRY</u>	<u>SELECTION BOARD RESULTS ANNOUNCED</u>
Class 001	24 Sep 03	19 Nov 03
Class 002	3 Dec 03	18 Feb 04

3. Verification of Eligibility.

Service data will be verified by AR-PERSCOM.

4. Application Instructions.

Incomplete packets will be returned without action. Application packets consist of the following documents:

a. A ¾ -length military photograph is required. The applicant's signature must be on the reverse of the photo, along with current height and weight. Though not required by regulation, photographs should represent the officer's current grade. All photographs must meet the specifications of AR 640-30.

b. Letter to the President of the Board (optional) see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleLetterToPresident.doc>

c. Resume of Service Career with Addendum A see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleResumeOfServiceCareer.doc>

d. Documentation of highest military education level completed.

e. Body Fat Composition - If body weight exceeds the screening table weight in Table 1, AR 600-9, The Army weight Control Program, a Body Fat Content Worksheet (DA Form 5500-R for males or DA Form 5001-R for females) must be provided and must be within 6 months of the course start date.

f. Officers must review the performance portion of their Official Military Personnel File (OPMF) on-line at <https://www.2xcitizen.usar.army.mil/portal/>. Officers must have an established Army Knowledge Online (AKO) account before accessing the **My2xcitizen** portal. The AKO help desk can assist with any problems. Email: help@us.army.mil or toll free 1-877-256-8737. USAR Boards Support will provide the Board with OER's that have been profiled, but do not appear on PERMS. Provide any missing documents or additional supporting documents with the application packet. Officers applying for the September suspense will be able to view the 'My Board File' on 8 October 2003. Officers applying for the December suspense will be able to view the 'My Board File' on 17 December 2003.

5. Mailing Address and Point of Contact.

Application packets must be postmarked NLT the suspense date stated in paragraph 2. The mailing address and point of contact is:

Commander, AR-PERSCOM
ARPC-PSV-BB (RCNSC)
1 Reserve Way
St. Louis, MO 63132-5200

POC: Ms Tina Zucol
COMM: (314) 592-0000, ext. 5424
Email: pspde.board@arpstl.army.mil

Enclosure 1

RESERVE COMPONENT NATIONAL SECURITY ISSUES SEMINAR (RCNSIS), FY04

1. Course dates and locations:

<u>CLASS NUMBER</u>	<u>SEATS</u>	<u>DATES</u>	<u>LOCATION</u>
RCNSIS Class 32	25	25 Apr-1 May 04	Washington, DC

2. Suspense Dates:

<u>CLASS NUMBER</u>	<u>S: APPLICATION PACKET POSTMARKED/HAND CARRY</u>	<u>SELECTION BOARD RESULTS ANNOUNCED</u>
Class 32	3 Dec 03	18 Feb 04

3. Verification of Eligibility. Service data will be verified by AR-PERSCOM

4. Application Instructions. Incomplete packets will be returned without action. Application packets consist of the following documents:

a. A ¾ -length military photograph is required. The applicant's signature must be on the reverse of the photo, along with current height and weight. Though not required by regulation, photographs should represent the officer's current grade. All photographs must meet the specifications of AR 640-30.

b. Letter to the President of the Board (optional) see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleLetterToPresident.doc>

c. Resume of Service Career with Addendum A see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleResumeOfServiceCareer.doc>

d. Documentation of highest military education level completed.

e. Body Fat Composition - If body weight exceeds the screening table weight in Table 1, AR 600-9, The Army Weight Control Program, a Body Fat Content Worksheet (DA Form 5500-R for males or DA Form 5001-R for females) must be provided and must be within 6 months of the course start date.

f. Officers must review the performance portion of their Official Military Personnel File (OPMF) on-line at <https://www.2xcitizen.usar.army.mil/portal/>. Officers must have an established Army Knowledge Online (AKO) account before accessing the **My2xcitizen** portal. The AKO help desk can assist with any problems. Email: help@us.army.mil or toll free 1-877-256-8737. USAR Boards Support will provide the Board with OER's that have been profiled, but do not appear on PERMS. Provide any missing documents or additional supporting documents with the application packet. Officers applying for the December suspense will be able to view the 'My Board File' on 17 December 2003.

5. Mailing Address and Point of Contact. Application packets must be postmarked NLT the suspense date stated in paragraph 2. The mailing address and point of contact is:

Commander, AR-PERSCOM
ARPC-PSV-BB (RCNSIS)
1 Reserve Way
St. Louis, MO 63132-5200

POC: Ms Tina Zucol
COMM: (314) 592-0000, ext. 5424
Email: pspde.board@arpstl.army.mil

Enclosure 2

DEFENSE STRATEGY COURSE (DSC), FY04

1. Course dates:

<u>CLASS NUMBER</u>	<u>SEATS</u>	<u>DATES</u>	<u>LOCATION</u>
DSC 1	25	25 Nov 03-21 May 04	Correspondence
DSC 2	25	10 May 04-12 Nov 04	Correspondence

2. Suspense Dates:

<u>CLASS NUMBER</u>	<u>S: APPLICATION PKT POSTMARKED/HAND CARRY</u>	<u>SELECTION BOARD RESULTS ANNOUNCED</u>
DSC 1	24 Sep 03	19 Nov 03
DSC 2	3 Dec 03	18 Feb 04

3. Verification of Eligibility.

Service data will be verified by AR-PERSCOM.

4. Application Instructions.

Incomplete packets will be returned without action. Application packets consist of the following documents.

a. A ¾ -length military photograph is required. The applicant's signature must be on the reverse of the photo, along with current height and weight. Though not required by regulation, photographs should represent the officer's current grade. All photographs must meet the specifications of AR 640-30.

b. Letter to the President of the Board (optional) see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleLetterToPresident.doc>

c. Resume of Service Career with Addendum A see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleResumeOfServiceCareer.doc>

d. Documentation of highest military education level completed.

e. Body Fat Composition - If body weight exceeds the screening table weight in Table 1, AR 600-9, The Army Weight Control Program, a Body Fat Content Worksheet (DA Form 5500-R for males or DA Form 5001-R for females) must be provided and must be within 6 months of the course start date.

f. Officers must review the performance portion of their Official Military Personnel File (OPMF) on-line at <https://www.2xcitizen.usar.army.mil/portal/>. Officers must have an established Army Knowledge Online (AKO) account before accessing the **My2xcitizen** portal. The AKO help desk can assist with any problems. Email: help@us.army.mil or toll free 1-877-256-8737. USAR Boards Support will provide the Board with OER's that have been profiled, but do not appear on PERMS. Provide any missing documents or additional supporting documents with the application packet. Officers applying for the September suspense will be able to view the 'My Board File' on 8 October 2003. Officers applying for the December suspense will be able to view the 'My Board File' on 17 December 2003.

5. Mailing Address and Point of Contact.

Application packets must be postmarked NLT the suspense date stated in paragraph 2. The mailing address and point of contact is:

Commander, AR-PERSCOM
ARPC-PSV-BB (DSC)
1 Reserve Way
St. Louis, MO 63132-5200

POC: Ms Tina Zucol
COMM: (314) 592-0000, ext. 5424
Email: pspde.board@arpstl.army.mil

POSTGRADUATE INTELLIGENCE PROGRAM FOR RESERVISTS (PGIP-R), FY04

1. Course dates and locations:

<u>CLASS NUMBER</u>	<u>SEATS</u>	<u>DATES</u>	<u>LOCATION</u>
PGIP-R 001	10	Oct 2004-Sep 2006	Washington, D.C.

2. Suspense Dates:

3 Dec 03	Application packets postmarked/hand carry to AR-PERSCOM
5 Jan 04	Applicants forward materials for Master of Science of Strategic Intelligence (MSSI) Program or PGIP-R Certificate Program directly to the college, see paragraph 3 below
18 Feb 04	AR-PERSCOM will provide names of nominees to college
26 Mar 04	AR-PERSCOM will announce results to include who is accepted into the MSSI
28 Jun 04	Forward clearance to the college
4 Oct 04	Orientation

3. Application Instructions. Incomplete packets will be returned without action. Application packets consist of the following documents:

- a. A nomination memorandum from the Reserve unit/agency indicating the assigned position within the unit/agency and unit/agency's desire for you to become qualified or designated as an intelligence specialist or subspecialist.
- b. A memorandum from the Security Manager verifying the applicant possesses a TS/SCI security clearance and the date the clearance was granted.
- c. For admission to both the PGIP-R and MSSI, a copy of the applicant's baccalaureate degree, diploma or transcript from a regionally accredited institution (official copy not required). must be forwarded NLT 5 Jan 04 to JMJC. REMINDER: Forward official transcripts directly to JMJC: Joint Military Intelligence College, Admissions Office, MCA-2 (Tom VanWagner), 200 MacDill Boulevard, Washington, DC 20340-5100. Phone, Commercial (202) 231-3299.
- d. A ¾ -length military photograph is required. The applicant's signature must be on the reverse of the photo, along with current height and weight. Though not required by regulation, photographs should represent the officer's current grade. All photographs must meet the specifications of AR 640-30.
- e. Letter to the President of the Board (optional) see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleLetterToPresident.doc>
- f. Resume of Service Career with Addendum A see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleResumeOfServiceCareer.doc>
- g. Documentation of highest military education level completed.
- h. Body Fat Composition - If body weight exceeds the screening table weight in Table 1, AR 600-9, The Army Weight Control Program, a Body Fat Content Worksheet (DA Form 5500-R for males or DA Form 5001-R for females) must be provided and must be within 6 months of the course start date.

POSTGRADUATE INTELLIGENCE PROGRAM FOR RESERVISTS (PGIP-R), FY04

i. Soldiers must review the performance portion of their Official Military Personnel File (OPMF) on-line at <https://www.2xcitizen.usar.army.mil/portal/>. Officers must have an established Army Knowledge Online (AKO) account before accessing the **My2xcitizen** portal. The AKO help desk can assist with any problems. Email: help@us.army.mil or toll free 1-877-256-8737. USAR Boards Support will provide the Board with OER's that have been profiled, but do not appear on PERMS. Provide any missing documents or additional supporting documents with the application packet. Officers applying for the December suspense will be able to view the My Board File' on 17 December 2003.

j. A Statement of Understanding that, if nominated, admission to the program is at "no cost" to the government.

4. Application Procedures for Master of Science of Strategic Intelligence (MSSI) and PGIP-R Certificate Program only:

a. All applicant's must forward official college transcripts, Miller Analogies Test or Graduate Record Exam (GRE) results to JMIC, see paragraph 3.c. (1), above.

b. All applicants must forward a memo to JMIC requesting that the record be screened for admission. Include name, rank, service, SSN, address, telephone numbers-home/work and email address.

c. Only MSSI applicants must include a 500-word essay (typed, doubled spaced) to JMIC on the following topic: What, in the applicants view, is the greatest threat facing the United States over the next 20 years?

5. Funding and Orders Preparation. Due to declining resources, the Chief, Army Reserve has mandated that attendance will be at no cost to the government. Upon selection, IMA soldiers can be attached for retirement points only to the Joint Military Intelligence College. Coordination for attachment will be accomplished after the selection process.

6. Mailing Address and Point of Contact. Application packets must be postmarked NLT the suspense date stated in paragraph 2. The mailing address and point of contact is:

Commander, AR-PERSCOM
ARPC-PSV-BB (PGIP-R)
1 Reserve Way
St. Louis, MO 63132-5200

POC: Ms Tina Zucol
COMM: (314) 592-0000, ext. 5424
Email: pspde.board@arpstl.army.mil

NATIONAL SECURITY STUDIES SEMINAR (NSSS), FY04

1. Course dates and locations:

<u>CLASS NUMBER</u>	<u>SEATS</u>	<u>DATES</u>	<u>LOCATION</u>
NSSS Class 001	1	25 Apr-7 May 04	Toronto, Ontario Canada

2. Suspense Dates:

<u>CLASS NUMBER</u>	<u>S: APPLICATION PACKETS POSTMARKED/HAND CARRY</u>	<u>SELECTION BOARD RESULTS ANNOUNCED</u>
Class 001	24 Sep 03	19 Nov 03

3. Verification of Eligibility.

Service data will be verified by AR-PERSCOM.

4. Application Instructions.

Incomplete packets will be returned without action. Application packets consist of the following documents:

a. A ¾ -length military photograph is required. The applicant's signature must be on the reverse of the photo, along with current height and weight. Though not required by regulation, photographs should represent the officer's current grade. All photographs must meet the specifications of AR 640-30.

b. Letter to the President of the Board (Required). **The letter should explain the applicant's knowledge of, or experience in, the National Security Issues of the United States of America.** see sample at
<https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleLetterToPresident.doc>

c. Resume of Service Career with Addendum A see sample at
<https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleResumeOfServiceCareer.doc>

d. Documentation of highest military education level completed.

e. Body Fat Composition - If body weight exceeds the screening table weight in Table 1, AR 600-9, The Army Weight Control Program, a Body Fat Content Worksheet (DA Form 5500-R for males or DA Form 5001-R for females) must be provided and must be within 6 months of the course start date.

f. Officers must review the performance portion of their Official Military Personnel File (OPMF) on-line at <https://www.2xcitizen.usar.army.mil/portal/>. Officers must have an established Army Knowledge Online (AKO) account before accessing the **My2xcitizen** portal. The AKO help desk can assist with any problems. Email: help@us.army.mil or toll free 1-877-256-8737. USAR Boards Support will provide the Board with OER's that have been profiled, but do not appear on PERMS. Provide any missing documents or additional supporting documents with the application packet. Officers applying for the September suspense will be able to view the 'My Board File' on 8 October 2003.

5. Mailing Address and Point of Contact.

Application packets must be postmarked NLT the suspense date stated in paragraph 2. The mailing address and point of contact is:

Commander, AR-PERSCOM
ARPC-PSV-BB (NSSS)
1 Reserve Way
St. Louis, MO 63132-5200

POC: Ms Tina Zucol
COMM: (314) 592-0000, ext. 5424
Email: pspde.board@arpstl.army.mil

Enclosure 5

JOINT RESERVE COMMAND AND STAFF COURSE (JRCSC), FY04

1. Course dates and locations:

<u>CLASS NUMBER</u>	<u>SEATS</u>	<u>DATES</u>	<u>LOCATION</u>
JSCSC Class 008	2	8 – 23 Jul 04	Toronto, Ontario Canada

2. Suspense Dates:

<u>CLASS NUMBER</u>	<u>S: APPLICATION PACKETS POSTMARKED/HAND CARRY</u>	<u>SELECTION BOARD RESULTS ANNOUNCED</u>
Class 008	24 Sep 03	19 Nov 03

3. Verification of Eligibility.

Service data will be verified by AR-PERSCOM.

4. Application Instructions.

Incomplete packets will be returned without action. Application packets consist of the following documents:

a. A ¾ -length military photograph is required. The applicant's signature must be on the reverse of the photo, along with current height and weight. Though not required by regulation, photographs should represent the officer's current grade. All photographs must meet the specifications of AR 640-30.

b. Letter to the President of the Board (optional) see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleLetterToPresident.doc>

c. Resume of Service Career with Addendum A see sample at <https://www.2xcitizen.usar.army.mil/soldierservices/pb/SampleResumeOfServiceCareer.doc>

d. Documentation of highest military education level.

e. Body Fat Composition - If body weight exceeds the screening table weight in Table 1, AR 600-9, The Army Weight Control Program, a Body Fat Content Worksheet (DA Form 5500-R for males or DA Form 5001-R for females) must be provided and must be within 6 months of the course start date.

f. Officers must review the performance portion of their Official Military Personnel File (OPMF) on-line at <https://www.2xcitizen.usar.army.mil/portal/>. Officers must have an established Army Knowledge Online (AKO) account before accessing the **My2xcitizen** portal. The AKO help desk can assist with any problems. Email: help@us.army.mil or toll free 1-877-256-8737. USAR Boards Support will provide the Board with OER's that have been profiled, but do not appear on PERMS. Provide any missing documents or additional supporting documents with the application packet. Officers applying for the September suspense will be able to view the 'My Board File' on 8 October 2003.

5. Mailing Address and Point of Contact.

Application packets must be postmarked NLT the suspense date stated in paragraph 2. The mailing address and point of contact is:

Commander, AR-PERSCOM
ARPC-PSV-BB (JRCSC)
1 Reserve Way
St. Louis, MO 63132-5200

POC: Ms Tina Zucol
COMM: (314) 592-0000, ext. 5424
Email: pspde.board@arpstl.army.mil

ADDITIONAL PROFESSIONAL DEVELOPMENT EDUCATION (PDE) APPLICATION CHECKLIST

DATA REQUIRED BY THE PRIVACY ACT

AUTHORITY: 5 U.S.C. Section 301 and E.O. 9397

PURPOSE: The principal use of this information will be to manage educational information and counseling for USAR officers applying for PDE selection.

ROUTINE USES: The record may be disclosed to DOD officials who have an official need to know and the routine uses established by 5 U.S.C. 552a.

Furnishing this information is voluntary; however, failure to provide information may result in a delay or error in processing a request for personnel action.

NAME (Last, First, MI)		RANK	BRANCH	SOCIAL SECURITY NUMBER	
STREET ADDRESS		CITY		STATE	ZIP CODE + 4
HOME PHONE (Include Area Code)	WORK PHONE (Include Area Code and extension)		E-MAIL ADDRESS		

SERVICE REMAINING DATA

See reverse of this form for computation information

When were you commissioned (YY/MM/DD)	_____	Total years of Commissioned Service	_____
Do you have any breaks in service (Check one)	<input type="checkbox"/> YES <input type="checkbox"/> NO	Mandatory Removal Date	_____

COURSE SELECTION OPTIONS

Place an "X" by the course(s) you wish to be considered for; if more than one, prioritize your selections by placing a number in the provided blank. If more than one date is offered, check your preference.

- _____ Reserve Component National Security Course (RCNSC)
- _____ Reserve Component National Security Issues Seminar (RCNSIS)
- _____ Defense Strategy Course (DSC)
- _____ Post-Graduate Intelligence Program for Reservists (PGIP-R)
- _____ National Security Studies Seminar (NSSS)
- _____ Joint Reserve Command and Staff Course (JRCSC)

PACKET CHECKLIST (Must be completed)

- _____ Photo (Height / Weight / Signature)
- _____ Letter to President (Strongly Encouraged)
- _____ Resume of Career Service and Addendum
- _____ Highest Military Education Level
- _____ Body Fat Composition (DA Form 5500-R or DA Form 5501-R) If required, must submit
- _____ OER/AER not on PERMS
- _____ Awards not on PERMS
- _____ DA Form 1058 (IRR, IMA, TPU)
- _____ DA Form 4187 (AGR)
- _____ Other documents missing that are authorized in AR 600-8-104

SIGNATURE: _____

DATE: _____

**IMPORTANT INFORMATION FOR COMPUTING
MANDATORY REMOVAL DATES (MRD)**

All courses incur a two-year obligation upon graduation. Therefore, all officers must have two years of service remaining according to their MRD and/or Active Federal Service (AFS) separation date.

Effective 1 October 1996, MRDs will be computed according to Title 10 of the US Code, Section 14507.

Lieutenant Colonels and below will be removed from the reserve active-status list (separated) under Title 10 Section 14507 on the first day of the month after the month in which the officer completes 28 years of commissioned service, unless sooner removed due to being twice non-select for promotion.

a. If an officer reaches age 60 before he/she completes MRD for years of commissioned service he will be removed the last day of the month in which he/she becomes 60 years of age.

b. If an officer has been selected for promotion, he will compute his MRD according to that next higher grade.

Colonels and above will be removed from the reserve active-status list (separated) under Title 10 Section 14507 on the first day of the month after the month in which the officer completes 30 years of commissioned service. If an officer reaches age 60 before he/she completes 30 years commissioned service he will be removed the last day of the month in which he/she becomes 60 years of age.

NOTE: Total commissioned service does not include breaks in service; however, it does include commissioned service in the IRR and other services (i.e., Navy, Air Force, Marine Corps, etc.).

	LTC and Below				COL and Above		
	YY	MM	DD		YY	MM	DD
a. Date of Initial Appointment	<hr/>			Date of Initial Appointment	<hr/>		
b. Total Breaks in Service (Use exact years, months, days)	<hr/>			Total Breaks in Service (Use exact years, months, days)	<hr/>		
* c. Educational Delay (JAG/AMEDD/CH)	<hr/>			Educational Delay (JAG/AMEDD/CH)	<hr/>		
d. Authorized Service Time upon reaching grade of LTC	28	00	00	Authorized Service Time	30	00	00
e. Add a, b, c, & d for Basic Date	<hr/>			Add a, b, c, & d for Basic Date	<hr/>		
f. Mandatory Removal Date (1st day of following month)	01			Mandatory Removal Date (1st day of following month)	01		
Date You Reach Age 60	<hr/>			Date You Reach Age 60	<hr/>		

(* Check with your Personnel Manager to see if the educational delay law of Title 10 USC Section 14706 applies.)

NOTE:

If you were promoted to COL or selected for promotion to COL before 1 October 1996, or selected for promotion to COL by the 1996 COL AMEDD Board or COL APL Board, which were approved by the Secretary of the Army on 7 October 1996, all applicants must compute their Mandatory Removal Dates according to pre ROPMA rules.

If you need assistance, contact your Personnel Manager or Ms. Tina Zucol or SFC Mary Fuselier at the numbers on the basic memorandum.